DOCUMENT RESUME

ED 384 361 IR 055 539

AUTHOR	Atkins, David; Beile, Penny
TITLE	Louisiana Academic Library Statistics 1994. Selected Statistics from the 1994 IPEDS Survey of Academic Libraries.
INSTITUTION	Louisiana State Library, Baton Rouge.
PUB DATE	30 Jun 95
NOTE	39p.
PUB TYPE	Statistical Data (110) -- Tests/Evaluation Instruments (160)
EDRS PRICE	MF01/PC02 Plus Postage.
DESCRIPTORS	*Academic Libraries; Higher Education; Library Collections; Library Expenditures; Library Personnel; Library Research; Library Services; *Library Statistics; Library Surveys; Statistical Data
IDENTIFIERS	*Louisiana

ABSTRACT

This report is the unofficial, pre-publication summary of Louisiana 1994 IPEDS (Integrated Post-secondary Education Data System) academic library statistics forms. The primary impetus for this publication is to provide Louisiana academic library directors a timely and more user-friendly presentation of IPEDS statistics. Libraries are grouped according to criteria based on the Carnegie Classification for their institution. Carnegie classes include: Research; Doctoral; Medical; Comprehensive; Liberal Arts; Two Year; and Religion and Theology. For simplicity, the libraries in the "Research" group combine different Carnegie categories: Research I, Doctoral II and Medical School. A list of definitions for selected column headings precedes the statistical information. Statistics are provided for the following: staffing levels, by Carnegie category; expenditures, by Carnegie category; collections, by Carnegie category; services to patrons, by Carnegie category; staffing--FTE (Full-time Equivalent) and expenditures 1994 fiscal year (FY), by individual college; expenditures--FY 1994, by college; collections--FY 1994, by college; and services--FY 1994, by college. A copy of the 1994 IPEDS Academic Libraries Survey and general instructions is included. (MAS)

****
* Reproductions supplied by EDRS are the best that can be made *
* from the original document. *
****

U.S. DEPARTMENT OF EDUCATION
Office of Educational Research and Improvement
EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)
☐ This document has been reproduced as received from the person or organization originating it.
☐ Minor changes have been made to improve reproduction quality.
• Points of view or opinions stated in this document do not necessarily represent official OERI position or policy.

IR

ED 384 361

Louisana Academic Library Statistics 1994

Selected Statistics from the 1994 IPEDS Survey of Academic Libraries

June 30, 1995

David Atkins, Science Reference Librarian and
Penny Beile, Social Science Reference Librarian
Middleton Reference Services
Louisiana State University Libraries

IR055539

"PERMISSION TO REPRODUCE THIS MATERIAL HAS BEEN GRANTED BY
David P. Atkins
TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)"

INTRODUCTION

Louisiana Academic Library Statistics 1994 is the unofficial, pre-publication summary of Louisiana 1994 IPEDS (Integrated Post-secondary Education Data System) academic library statistics forms. This publication is a precursor to the official IPEDS compilation which is to be published by the National Center for Education Statistics, a part of the U.S. Department of Education. The authors wish to acknowledge Stanley Wilder, Assistant Dean for Technical and Financial Services, who compiled the 1992 edition and contributed to this edition.

The primary impetus for this publication is to provide Louisiana academic library directors a timely and more user-friendly presentation of IPEDS statistics. For many Louisiana library directors, IPEDS is the primary source of statistics with which to make peer comparisons. Every effort has been made to ensure that the data in this document are accurate. However, figures may, in some cases, differ from those in the official IPEDS compilation.

The libraries are grouped according to criteria based on the Carnegie Classification for their institution. *A Classification of Institutions of Higher Education*, 1987 edition, lists these categories with a review of category qualifications. Carnegie classes include Research, Doctoral, Medical, Comprehensive, Liberal Arts, Two Year, and Religion and Theology. For simplicity, the libraries in the "Research" group combines different Carnegie categories. These categories are : Research I (LSU Baton Rouge), Doctoral II (Louisiana Tech, Tulane, and University of New Orleans), and Medical School (LSU Medical Center).

While working with the data, please note:

* The present document includes Louisiana academic libraries which fall into one of the following Carnegie classifications: Research, Doctoral, Medical Library, Liberal Arts, Comprehensive, 2-Year, and Religion and Theology. It excludes institutions which did not return survey forms, or returned incomplete forms.

* The Loyola library data includes the Loyola University Library and the Loyola Law Library.

* The LSU Baton Rouge data combines three administratively distinct libraries, the LSU Libraries, the Veterinary Medicine Library, and the Hebert Law Center Library.

* The LSU Medical Center library data combines the New Orleans and Shreveport campus libraries.

* Holy Cross and Union Baptist were not listed in *A Classification of Institutions of Higher Education*.

An electronic version of the Louisiana 1994 IPEDS survey results is available by contacting
David Atkins, notdpa@unix1.sncc.lsu.edu, (504) 388-6573 or
Penny Beile, notpmb@lsuvm.sncc.lsu.edu, (504) 388-2720.

DEFINITIONS FOR SELECTED COLUMN HEADINGS

Librarian FTE: Total number of librarian and professional staff, includes administrators.

Other FTE: All library staff, except for librarians and students, who are paid wages. Excludes maintanence staff and includes clerical and technical staff.

Contrib. Ser. Staff FTE: Those whose services are valued by bookkeeping entries rather than full cash transactions. Does not include volunteers.

Student FTE: Student assistants who are employed on an hourly basis, includes work study programs.

Librarian, Other Staff, and Student Exp.: Expenditures for salaries and wages before deductions.

Books and Print Mat. (Exp): Includes all books, serial backfiles, and other print materials. Excludes current serial subscriptions and microforms.

Current Serials (Exp): Includes current subscriptions to periodicals, newspapers, annuals, proceedings, and transactions of societies.

Computer Hrd/Sftware (Exp): Hardware includes computers, terminals, servers, and other equipment necessary to run machine-readable materials. Software includes machine-readable materials such as CD-ROMs, and magnetic tapes and disks.

All Other Exp.: Includes microforms, audiovisual materials, preservation costs, furniture, and all other expenditures not reported in specific categories. .

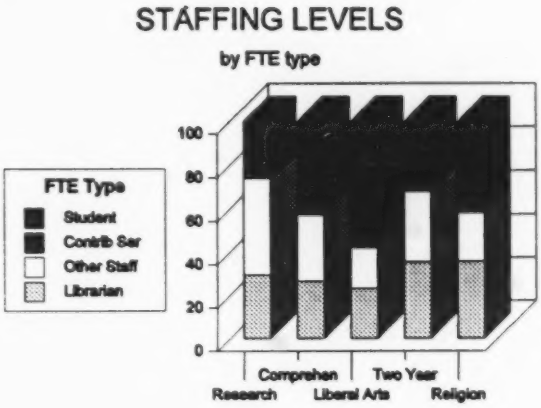
OPAC Ctlgd Vol; Added: The number of volumes of work contained in one binding which has been cataloged or classified or otherwise made ready for use that was added during the fiscal year.

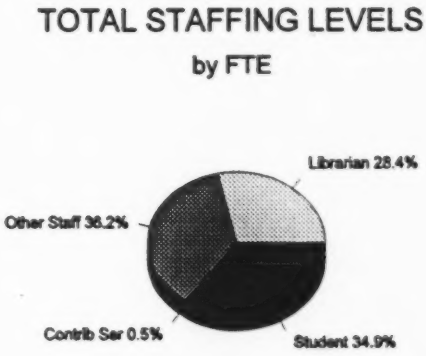
OPAC Ctlgd Vol; Total The total number of volumes of work contained in one binding which has been cataloged or classified or otherwise made ready for use that was held at the end of the fiscal year.

Cur. Ser.:	Current serials that include government documents issued serially, but excludes microforms, audiovisual materials, and machine-readable materials.
Gov. Docs:	Materials in all formats that are published by a government agency and are not reported on other lines.
Microforms:	All roll microfilm, microcards, microfiche, and ultrafiche. Includes government documents.
Circ. Trans. Gen. Coll.:	The number of items lent from the general collection.
Circ. Trans. Reserve:	The number of items lent from the reserve collection.
Doc. Deliv. ILL--Out:	The number of filled requests for material provided to other libraries.
Doc. Del ILL--In:	The number of filled requests for material received from other libraries or document delivery services.
Reference Trans.:	The total number of reference transactions per week involving mediation between an information source and a patron by a member of the library staff.
No. of Group Present.:	The total number of presentations, including bibliographic instruction or cultural, educational, or recreational presentations that are sponsored by the library.
Group Pres Attendees:	The total number of persons served by library sponsored group presentations.
Public Ser. Hrs/Week:	The total number of unduplicated public service hours for both the main library and all branches.

STAFFING LEVELS
SUMMARY

Carnegie Class	Librarian FTE	Other FTE	Contributed Services	Student FTE	TOTAL FTE
Research	173.00	262.35	2.25	151.26	588.86
Comprehen	161.50	186.60	1.00	255.66	604.76
Liberal Arts	14.00	11.50	0	35.00	60.50
Two-Year	25.00	23.00	0	22.30	70.30
Religion	11.00	7.00	4.00	8.85	30.85
TOTAL	**384.50**	**490.45**	**7.25**	**473.07**	**1355.27**



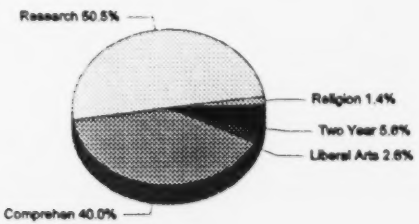


EXPENDITURES
SUMMARY

Carnegie Class	STAFF Librarian Expend	STAFF Other Expend	STAFF Student Expend	STAFF TOTAL Expend	Book Expend	Serials Expend	Computer Expend	Other Expend	TOTAL Expend
Research	$ 5,949,451	$4,689,296	$1,265,253	$11,904,000	$3,053,104	$ 5,979,195	$ 622,016	$3,959,588	$25,517,903
Comprehen	5,333,830	4,689,296	818,370	9,430,987	1,907,122	3,652,083	360,301	2,747,688	18,098,181
Liberal Arts	403,988	3,278,787	43,799	608,266	121,539	216,122	22,978	162,399	1,131,304
Two-Year	828,314	160,479	96,455	1,315,007	395,799	129,180	90,682	342,742	2,273,410
Religion	210,310	57,905	63,893	332,108	172,534	71,449	27,998	157,824	761,913
TOTAL	**$12,725,893**	**$8,576,705**	**$2,287,770**	**$23,590,368**	**$5,650,098**	**$10,048,029**	**$1,123,975**	**$7,370,241**	**$47,282,711**

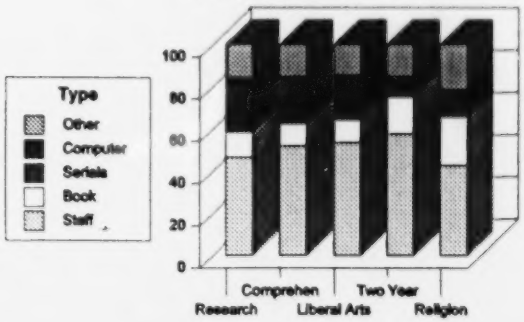
TOTAL STAFF EXPENDITURES

by Carnegie Class



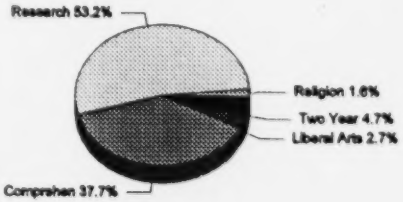
EXPENDITURES

by Carnegie Class



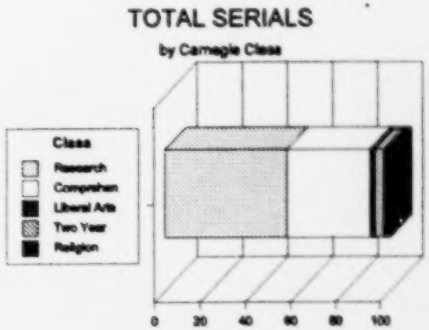
TOTAL EXPENDITURES

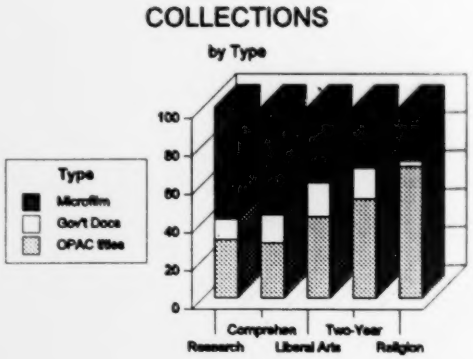
by Carnegie Class



COLLECTIONS
SUMMARY

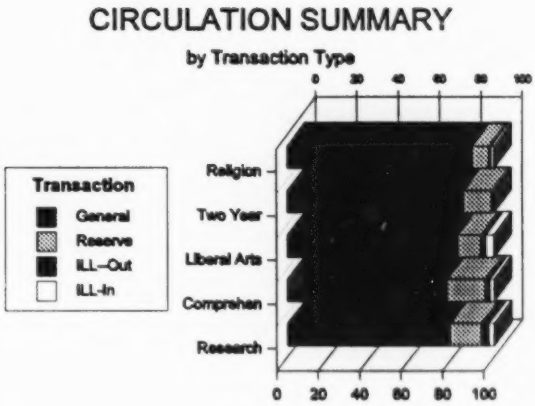
Carnegie Class	Added OPAC Titles	Total OPAC Titles	Added Serials	Total Serials	Added Gov't Docs	Total Gov't Docs	Added Microfilm	Total Microfilm	Total Titles Held
Research	147,989	6,023,741	101	39,503	32,141	2,041,116	181,831	11,561,455	19,665,815
Comprehen	110,892	4,151,283	694	27,133	129,254	2,122,519	399,361	8,121,339	14,422,274
Liberal Arts	8,851	398,491	43	1,596	6,769	162,608	42,620	361,119	923,814
Two-Year	15,891	410,470	210	2,826	- 183	126,919	18,370	251,551	791,766
Religion	7,257	416,682	103	2,220	2,140	16,068	15,590	170,273	605,243
TOTAL	**290,880**	**11,400,667**	**1,151**	**73,278**	**170,121**	**4,469,230**	**657,772**	**20,465,737**	**36,408,912**

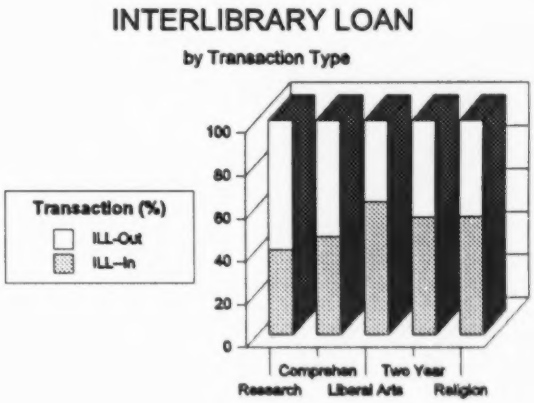




SERVICES TO PATRONS I
SUMMARY

Carnegie Class	General Circulation	Reserve Circulation	ILL - Out	ILL - In	Total Circulation
Research	1,123,528	213,913	56,206	37,395	1,430,102
Comprehen	847,844	200,718	27,130	23,099	1,098,791
Liberal Arts	34,738	4,655	1,023	1698	42,114
Two-Year	59,672	9,521	388	477	70,058
Religion	61,669	5,381	761	946	68,757
TOTAL	**2,127,431**	**433,468**	**85,508**	**63,615**	**2,710,022**





BEST COPY AVAILABLE

SERVICES TO PATRONS II
SUMMARY

Carnegie Class	Reference Transactions	Number of Presentations	Number of Persons	Hours Open
Research	9,294	1,529	18,412	564
Comprehen	5,701	2,141	34,402	1,036
Liberal Arts	733	57	1,654	153
Two-Year	1,474	337	9,286	350
Religion	719	35	647	301
TOTAL	**17,921**	**4,119**	**64,401**	**2,404**

STAFFING: FTE & EXPENDITURES--FY 1994

Institution	Librarian FTE	Other FTE	Contrib. Ser. Staff FTE	Student FTE	**Total FTE**	Librarian Exp.	Other Staff Exp.	Student Exp.	**Total Staff Exp.**
LA TECH	15	16	0	21	**52.00**	467,442	290,441	107,407	**865,290**
LSU BATON ROUGE	48	96	0	57	**201.00**	1,752,661	2,144,723	568,406	**4,465,790**
LSU MED CENTER	30	23.5	0	9.88	**63.38**	1,145,520	375,872	64,796	**1,586,188**
TULANE	54	101	0.75	43	**198.75**	1,813,376	1,405,600	346,364	**3,565,340**
UNO	26	25.35	1.5	20.38	**73.23**	770,452	472,660	178,280	**1,421,392**
GRAMBLING	10	11.5	0	41	**62.50**	261,285	186,922	49,390	**497,597**
LOYOLA	19	26.6	0	41.8	**87.40**	742,374	519,432	65,465	**1,327,271**
LSU SHREVEPORT	12.25	6.5	0	4.55	**23.30**	388,280	116,937	13,875	**519,092**
MCNEESE	12	13	0	11.71	**36.71**	401,057	229,441	79,732	**710,230**
NICHOLLS	14	15	NA	17.6	**46.60**	482,400	257,862	30,000	**770,262**
NORTHEAST	13	15	0	22	**50.00**	430,765	284,909	121,469	**837,143**
NORTHWESTERN	13	10	0.5	6	**29.50**	452,563	142,644	57,807	**653,014**
SOUTHEASTERN	14	24	0	31	**69.00**	382,600	381,472	148,787	**912,859**
SOUTHERN B. R.	16	20	0	8	**44.00**	616,409	412,397	109,302	**1,138,108**
SOUTHERN N. O.	11	2	0	30	**43.00**	380,945	0	25,000	**405,945**
USL	16	31	0	12	**59.00**	480,899	530,081	103,243	**1,114,223**
XAVIER	11.5	12	0.5	30	**54.00**	314,253	216,690	14,300	**545,243**
CENTENARY	4.5	5.5	0	10	**20.00**	123,815	84,266	NA	**208,081**
DILLARD	5	3	0	19	**27.00**	155,023	32,370	14,498	**201,891**
LA COLLEGE	4	3	0	6	**13.00**	125,150	43,843	29,301	**198,294**

Source: 1994 IPEDS Survey Forms

STAFFING: FTE & EXPENDITURES--FY 1994

Institution	Librarian FTE	Other FTE	Contrib. Ser. Staff FTE	Student FTE	**Total FTE**	Librarian Exp.	Other Staff Exp.	Student Exp.	**Total Staff Exp.**
DELGADO	9.52	11	0	3.8	**24.32**	366,572	242,934	26,281	**635,787**
LSU ALEXANDRIA	3	4	0	3	**10.00**	120,799	38,487	3,942	**163,228**
LSU EUNICE	3	4	0	8	**14.00**	84,055	58,669	1,365	**144,089**
NUNEZ	4	2	NA	2	**8.00**	93,185	20,234	11,677	**125,096**
PHILLIPS	1	0	0	0	**1.00**	18,000	0	0	**18,000**
SOUTHERN SHREVE.	4	2	0	5.5	**11.50**	145,703	29,914	53,190	**228,807**
N. O. BAPTIST	4	5	0	5	**14.00**	68,396	45,450	51,355	**165,201**
NOTRE DAME	1	NA	NA	1.85	**2.85**	16,000	1,200	6,069	**23,269**
HOLY CROSS	4	1	2	1	**8.00**	104,214	6,255	6,469	**116,938**
ST. JOSEPH	1	0.5	0	1	**2.50**	20,000	5,000	0	**25,000**
UNION BAPTIST	1	0	2	0	**3.00**	1,700	0	0	**1,700**

Source: 1994 IPEDS Survey Forms

EXPENDITURES--FY 1994

Institution	Total Staff Exp.	Books & Print Mat.	Current Serials	Computer Hrd/Sftware	All Other Exp	**Total Op. Exp.**
LA TECH	865,290	112,892	504,754	26,218	216,927	**1,756,664**
LSU BATON ROUGE	4,465,790	924,635	2,027,677	309,091	1,005,354	**8,924,642**
LSU MED CENTER	1,586,188	539,343	463,976	39,664	196,447	**2,839,144**
TULANE	3,565,340	1,222,580	2,245,563	218,974	1,927,379	**9,347,249**
UNO	1,421,392	253,654	737,225	28,069	184,341	**2,650,204**
GRAMBLING	497,597	149,974	206,109	55,633	184,433	**1,139,123**
LOYOLA	1,327,271	385,952	665,335	50,268	183,234	**2,725,823**
LSU SHREVEPORT	519,092	0	186,813	0	69,558	**775,463**
MCNEESE	710,230	120,018	216,528	22,163	43,031	**1,135,910**
NICHOLLS	770,262	115,167	152,702	54,077	427,173	**1,549,439**
NORTHEAST	837,143	53,268	372,527	4,598	172,352	**1,459,886**
NORTHWESTERN	653,014	16,253	214,721	27,167	112,538	**1,052,386**
SOUTHEASTERN	912,859	220,757	489,566	83,941	419,880	**2,169,554**
SOUTHERN B. R.	1,138,108	37,830	230,534	341	161,620	**1,630,033**
SOUTHERN N. O.	405,945	275,826	52,822	0	38,350	**825,999**
USL	1,114,223	397,655	788,868	28,738	331,447	**2,694,939**
XAVIER	545,243	134,422	75,557	33,375	138,944	**939,626**
CENTENARY	208,081	64,231	137,806	6,000	46,562	**464,257**
DILLARD	201,891	27,644	54,619	0	40,744	**363,745**
LA COLLEGE	198,294	29,664	23,697	16,978	32,476	**303,302**

Source: 1994 IPEDS Survey Forms

EXPENDITURES--FY 1994

Institution	Total Staff Exp.	Books & Print Mat.	Current Serials	Computer Hrd/Sftware	All Other Exp	**Total Op. Exp.**
DELGADO	635,787	304,000	34,000	72,314	221,273	**1,272,674**
LSU ALEXANDRIA	163,228	16,763	39,181	7,018	26,962	**256,150**
LSU EUNICE	144,089	10,415	10,000	5,000	10,944	**185,448**
NUNEZ	125,096	43,356	21,495	5,003	49,278	**248,545**
PHILLIPS	18,000	179	1,221	0	100	**19,500**
SOUTHERN SHREVE.	228,807	21,086	23,283	1,347	12,656	**291,093**
N. O. BAPTIST	165,201	122,235	28,273	6,766	101,125	**430,632**
NOTRE DAME	23,269	15,000	8,000	NA	10,400	**56,669**
HOLY CROSS	116,938	28,199	25,476	1,732	28,778	**204,412**
ST. JOSEPH	25,000	7,100	9,700	19,500	7,200	**68,500**
UNION BAPTIST	1,700	0	0	0	0	**1,700**

Source: 1994 IPEDS Survey Forms

COLLECTIONS--FY 1994

Institution	OPAC Ctlgd Vol; Added	OPAC Ctlgd Vol; Total	Cur. Ser. Added Sub	Cur. Ser. Total Sub	Gov. Docs Added	Gov. Docs Total	Microforms Added	Microforms Total	**Total Units Added**	**Total Titles**
LA TECH	5,609	355,368	7	2,634	12,891	698,025	86,297	2,363,937	**104,804**	**3,422,598**
LSU BATON ROUGE	68,725	2,778,482	NA	14,537	NA	86,624	NA	4,891,220	**68,725**	**7,770,863**
LSU MED CENTER	6,807	287,792	54	3,002	0	0	24	8,376	**6,939**	**303,602**
TULANE	57,284	2,001,142	NA	15,112	NA	952,348	NA	2,346,152	**57,284**	**5,329,754**
UNO	9,564	600,957	40	4,218	19,450	304,119	95,510	1,951,770	**124,604**	**2,865,192**
GRAMBLING	3,947	279,835	35	1,352	800	3,842	22,206	536,151	**27,023**	**822,532**
LOYOLA	12,845	437,236	64	4,072	7,934	79,863	48,156	981,505	**69,050**	**1,504,689**
LSU SHREVEPORT	4,123	239,344	0	2,250	0	0	37,014	322,828	**41,137**	**564,422**
MCNEESE	4,893	257,562	21	1,639	10,993	788,673	54,012	1,188,476	**69,940**	**2,237,925**
NICHOLLS	22,272	512,987	45	2,650	50,967	399,964	66,871	947,575	**140,166**	**1,864,592**
NORTHEAST	6,237	NA	0	NA	4,479	NA	25,479	NA	**36,198**	**NA**
NORTHWESTERN	2,958	308,904	272	2,438	17,048	457,204	19,894	683,506	**39,900**	**1,452,052**
SOUTHEASTERN	10,845	321,258	149	2,146	19,770	129,383	23,249	606,941	**54,002**	**1,061,863**
SOUTHERN B. R.	17,436	713,868	82	2,301	0	24	56,558	375,698	**74,076**	**1,091,973**
SOUTHERN N. O.	4,037	228,557	11	536	6,103	107,420	1,903	43,812	**12,054**	**380,861**
USL	14,456	701,598	15	5,949	8,529	149,389	44,019	1,755,716	**67,019**	**2,618,601**
XAVIER	6,843	150,134	0	1,800	2,631	6,757	NA	679,131	**9,474**	**839,622**
CENTENARY	3,720	168,517	15	923	NA	NA	17,394	286,000	**21,129**	**455,440**
DILLARD	2,260	101,986	13	409	0	0	153	15,799	**2,437**	**118,601**
LA COLLEGE	2,871	127,988	15	264	6,769	162,608	25,073	59,320	**34,743**	**350,444**

Source: 1994 IPEDS Survey Forms

COLLECTIONS--FY 1994

Institution	OPAC Ctlgd vol; added	OPAC Ctlgd vol; total	Cur. Ser. Added Sub	Cur. Ser. Total Sub	Gov. Docs Added	Gov. Docs Total	Microforms Added	Microforms Total	**Total Units Added**	**Total Titles Held**
DELGADO	5,564	88,941	142	1,441	0	0	6,456	80,694	**12,162**	**172,226**
LSU ALEXANDRIA	1,478	151,079	4	595	NA	NA	21	18,097	**1,503**	**170,438**
LSU EUNICE	-121	88,875	0	247	-183	126,252	10,000	110,000	**9,696**	**325,621**
NUNEZ	8,159	29,423	24	140	0	667	638	17,750	**8,845**	**48,233**
PHILLIPS	0	5,580	35	35	0	0	0	0	**70**	**5,650**
SOUTHERN SHREVE	811	46,572	5	368	0	0	1,255	25,010	**2,066**	**71,950**
N. O. BAPTIST	4,779	212,685	14	1,027	0	0	113	17,843	**4,916**	**232,575**
NOTRE DAME	988	90,925	5	221	NA	NA	NA	1,540	**988**	**92,686**
HOLY CROSS	1,094	46,548	81	813	2,140	16,068	14,855	150,890	**18,251**	**215,132**
ST. JOSEPH	235	62,907	3	159	0	0	622	NA	**860**	**63,225**
UNION BAPTIST	161	3,617	0	0	0	0	0	0	**161**	**3,617**

Source: 1994 IPEDS Survey Forms

SERVICES--FY 1994

Institution	Circ. Trans. Gen. Coll.	Circ. Trans. Reserve	Doc. Deliv. ILL--Out	Doc. Del ILL--In	**Total Circ.**	Reference Trans.	No. of Group Present.	Group Pres. Attendees	Public Ser. Hrs/Week
LA TECH	57,183	20,878	2,627	4,287	**84,975**	397	160	3,685	90
LSU BATON ROUGE	483,492	100,539	14,207	7,204	**605,442**	3,400	449	3,386	99
LSU MED CENTER	167,559	17,934	23,405	10,970	**219,868**	1,267	483	3,412	174 *
TULANE	303,444	13,974	12,836	11,153	**341,407**	1,075	342	6,110	115
UNO	111,830	59,868	3,131	3,781	**178,610**	3,155	115	1,819	86
GRAMBLING	36,000	957	1,005	2,480	**40,442**	153	61	2,738	87
LOYOLA	76,694	21,044	2,445	961	**101,144**	600	124	2,059	103.5
LSU SHREVEPORT	22,925	7,435	768	698	**31,826**	470	43	726	66
MCNEESE	193,138	12,137	3,942	1,459	**210,676**	390	81	1,996	74
NICHOLLS	101,552	24,409	4,007	2,107	**132,075**	495	153	3,060	83
NORTHEAST	41,497	9,065	2,153	4,680	**57,395**	296	161	3,719	91
NORTHWESTERN	51,421	32,858	2,073	2,973	**89,325**	720	169	6,800	84
SOUTHEASTERN	77,603	26,625	2,636	3,786	**110,650**	NA	97	NA	87
SOUTHERN B. R.	76,106	29,024	1,266	321	**106,717**	1,050	212	8,140	91
SOUTHERN N. O.	31,113	17,393	75	70	**48,651**	352	38	886	81
USL	133,273	5,088	5,177	2,598	**146,136**	1,006	202	4,278	90
XAVIER	6,522	14,683	1,583	966	**23,754**	169	800	NA	98
CENTENARY	13,962	2,638	1,019	1,507	**19,126**	75	15	283	NA
DILLARD	10,150	466	0	15	**10,631**	403	22	987	79
LA COLLEGE	10,626	1,551	4	176	**12,357**	255	20	384	74

* as recorded on survey

Source: 1994 IPEDS Survey Forms

SERVICES--FY 1994

Institution	Circ. Trans. Gen. Coll.	Circ. Trans. Reserve	Doc. Deliv. ILL--Out	Doc. Del ILL--In	Total Circ.	Reference Trans.	No. of Group Present.	Group Pres. Attendees	Public Ser. Hrs/Week
DELGADO	27,862	4,566	33	119	**32,580**	77	189	3,368	66
LSU ALEXANDRIA	12,523	4,144	13	64	**16,744**	263	24	414	53
LSU EUNICE	10,799	NA	215	236	**11,250**	NA	32	907	60
NUNEZ	3,167	157	0	33	**3,357**	281	26	384	66
PHILLIPS	838	120	0	0	**958**	20	15	150	40
SOUTHERN SHREVE.	4,483	534	127	25	**5,169**	833	51	4,063	65
N. O. BAPTIST	49,627	2,877	674	93	**53,271**	424	15	375	76
NOTRE DAME	2,742	500	NA	NA	**3,242**	NA	6	32	75
HOLY CROSS	7,310	1,913	87	853	**10,163**	260	10	200	70
ST. JOSEPH	1,794	NA	0	0	**1,794**	NA	0	0	50
UNION BAPTIST	196	91	0	0	**287**	35	4	40	30

Source: 1994 IPEDS Survey Forms

OMB No. 1850-0582: Approval Expires 07/31/95

FORM **IPEDS-L**
(9-1-94)

U.S. DEPARTMENT OF COMMERCE
BUREAU OF THE CENSUS
ACTING AS COLLECTING AGENT FOR THE
U.S. DEPARTMENT OF EDUCATION
NATIONAL CENTER FOR EDUCATION STATISTICS

INTEGRATED POSTSECONDARY EDUCATION DATA SYSTEM

ACADEMIC LIBRARIES SURVEY 1994

***Please read** the accompanying instructions before completing this survey form. Report data ONLY for the institution in the address label. If data for any other institutions or branch campuses are included in this report because they CANNOT be reported separately, please provide a list of these schools.*

NOTE – The completion of this survey, in a timely and accurate manner, is **MANDATORY** for all institutions which participate or are applicants for participation in any Federal financial assistance program authorized by Title IV of the Higher Education Act of 1965, as amended. The completion of this survey is mandated by 20 U.S.C. 1094(a)(17).

For those institutions not required to complete this survey on the basis of the above requirements, the completion of this survey is voluntary and authorized by 20 U.S.C. 1221e-1.

Public reporting burden for this collection of information is estimated to average 1.0 hour per response but may range from 30 minutes to 2.5 hours depending on whether the information is readily accessible to machine readable files. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Education, Information Management and Compliance Division, Washington, DC 20202-4651, and to the Office of Management and Budget, Paperwork Reduction Project 1850-0582, Washington, DC 20503.

158264-12

Please correct any errors in the name, address, and ZIP Code.

If there are any questions about this form, contact a Bureau of the Census IPEDS representative at (800) 451-6236.

Date due: November 15, 1994

RETURN TO

DR. JOHN KAY
LOUISIANA BOARD OF REGENTS
150 THIRD STREET, SUITE 129
BATON ROUGE, LA 70801-1389
(504)342-4253

1. Name of respondent	2. Title of respondent	3. Telephone *(Area code, number, ext.)*

Does your institution have its own library as defined in Part A of the instructions? → ☐ Yes ☒ No — *Please return this blank survey to the address shown above.*

PURPOSE OF THE SURVEY

The National Center for Education Statistics (NCES) collects these data periodically to obtain and report a comprehensive picture on the status of collections, transactions, staff, service per typical week, and library operating expenditures in postsecondary institutions. The survey is being conducted in compliance with the Center's mission "to collect, and analyze, and disseminate statistics and other data related to education in the United States . . .", (20 U.S.C. 1221e-1, General Education Provisions Act, Sec. 406(b), as amended.)

USES OF DATA

Collection of these data over time will enable the nation to plan effectively for the development and use of postsecondary education library resources. Congress uses the data to assess the need for revisions of existing legislation concerning libraries and the allocation of Federal funds. Federal agencies need the data to evaluate and administer library programs. State education agencies and college librarians and administrators use the data for regional and national comparisons of library resources to plan for the effective use of funds. Finally, library associations and researchers use the survey results to determine the status of library operations and the profession.

The definitions and instructions for compiling IPEDS data have been designed to minimize comparability problems. However, postsecondary education institutions differ widely among themselves. As a result of these differences, comparisons of data provided by individual institutions may be misleading.

BEST COPY AVAILABLE

UNITID 158264

SECTOR 02

FORM IPEDS-L (6-1981)

L

COMBINED DATA FOR MORE THAN ONE INSTITUTION OR BRANCH

Note: If the institution or administrative unit named on this report is including Libraries survey data for other institutions or branches in this report, list the following information for the additional institutions or branches.

UNITID	Institution name	Address	City	State	ZIP Code

Notes *(Reference part and line)*

Page 2

UNITID 158264

SECTOR 02

L

Part A — NUMBER OF PUBLIC SERVICE OUTLETS, FISCAL YEAR 1994

Line No.	Item	Number
01	Branch and independent libraries — *Exclude main or central library.*	

Part B — LIBRARY STAFF, FALL 1994
(Exclude maintenance and custodial staff.)

NOTE: *Report data to two decimals.*

Line No.	Staff	Number of FTE*
02	Librarians and other professional staff	
03	All other paid staff (except student assistants)	
04	Contributed services staff	
05	Student assistants from all funding sources	
06	**Total FTE staff** — *(Sum of lines 2 through 5)**	

*FTE = Full-time equivalent

UNITID 158264

SECTOR 02

Part C — LIBRARY OPERATING EXPENDITURES, FISCAL YEAR 1994

L

NOTE: *Do not report the same expenditures more than once.*

Line No.	Category	Amount *(Whole dollars only)*
	Salaries and wages — *Exclude employee fringe benefits.*	
07	Librarians and other professional staff	$
08	All other paid staff (except student assistants)	
09	Student assistants	
10	Information resources Books, serial backfiles, and other print materials — *Exclude current serials and all microforms.*	
11	Current serials — *Exclude microforms, audiovisual materials, and machine-readable materials.*	
12	Microforms — *Include current serials.*	
13	Audiovisual materials — *Include current serials.*	
14	*Computer files and search services — Include current serials.*	
15	Document delivery/interlibrary loan	
16	Other	
17	Preservation	
18	Furniture and equipment — *Exclude computer equipment.*	
19	Computer hardware and software — *Include maintenance.*	
20	Bibliographic utilities, networks, and consortia	
21	All other operating expenditures	
22	**Total operating expenditures** *(Sum of lines 7 through 21)*	$

23	Employee fringe benefits (if paid from the library budget)	$

UNITID 158264

SECTOR 02

Part D — LIBRARY COLLECTIONS, FISCAL YEAR 1994

L

Line No.	Category	Total number — Added during fiscal year (1)	Total number — Held at end of fiscal year (2)
24	Books, serial backfiles, and government documents that are accessible through the library's catalog — *Include bound periodicals and newspapers and exclude microforms.* Volumes		
25	Titles		
26	Government documents — *Include government documents that are not reported elsewhere.* Units		
27	Titles		
28	Current serials — *Include periodicals, newspapers, and government documents.* Total number of paid and unpaid subscriptions		
29	Titles (number of unique titles)		
30	Microforms Units		
31	Titles		
32	Manuscripts and archives — Linear feet		
33	Cartographic materials — Units		
34	Graphic materials — Units		
35	Sound recordings Units		
36	Titles		
37	Film and video materials Units		
38	Titles		
39	Computer files Units		
40	Titles		
41	Other library materials — Units		

L

Part E — LIBRARY SERVICES, FISCAL YEAR 1994

Line No.	Category	Number
	Circulation transactions	
42	General collection	
43	Reserve collection	
	Document delivery/interlibrary loan	
44	Provided to other libraries	
45	Received from other libraries or commercial services	
	Information service to groups	
46	Number of presentations	
47	Number of persons served in presentations	

Part F — LIBRARY SERVICES, TYPICAL WEEK, FALL 1994

Line No.	Category	Number
48	Public service hours	
49	Gate count	
50	Reference transactions — *Include computer searching.*	

GENERAL INSTRUCTIONS — L

Please respond to each item on this report in the space provided. Please do not leave any lines blank. If the appropriate answer is zero or none, use 0. If an exact figure is unavailable, use U/A. Include data for the main or central library and all branch and independent libraries that were open all or part of fiscal year 1994.

INSTITUTIONAL IDENTIFICATION

In the space provided on the front page of this report, make any necessary corrections to the preprinted address information. Also, please enter the name, title, area code and telephone number of the person responsible for completing the report.

PERIOD OF REPORT

Report information for the following time periods as specified in each section:

1. **Fiscal year 1994** — A 12-month period between June 1, 1993 and September 30, 1994 which corresponds to your institution's fiscal year. (For Sections A, C, D, E)
2. **Typical week, Fall 1994** — A typical week is one that is neither unusually busy nor unusually slow. Avoid vacation periods for key staff or days when unusual events are taking place on the campus or in the library. Choose a week in which the library is open its regular hours. Include any seven consecutive calendar days. (Section F)
3. **Fall 1994** — The period during the fall of 1994 when the survey form is being completed. (Section B – Library Staff)

Part A — NUMBER OF PUBLIC SERVICE OUTLETS, FISCAL YEAR 1994

Library — An entity that provides all of the following:

1. An organized collection of printed or other materials, or a combination thereof;
2. A staff trained to provide and interpret such materials as required to meet the informational, cultural, recreational, or educational needs of clientele;
3. An established schedule in which services of the staff are available to clientele;
4. The physical facilities necessary to support such a collection, staff, and schedule.

This includes libraries that are part of learning resource centers.

Branch and independent libraries (line 1) — Report the number of branch and independent libraries at your institution that were open all or part of FY 1994. EXCLUDE THE MAIN OR CENTRAL LIBRARY. Branch and independent libraries are defined as auxiliary library service outlets with quarters separate from the central library of an institution which have a basic collection of books and other materials, a regular staffing level, and an established schedule. Branch and independent libraries are administered **either** by the central library **or**, as in the case of some libraries (such as law, medical, etc.), through the administrative structure of other units within the university. Departmental study/reading rooms are not included. Include data for all branch and independent libraries on the campus. Include libraries on **branch campuses** (i.e., located in another community) if those campuses are registered under the same NCES UNITID number as the main campus. (Exclude libraries on branch campuses that have a separate identification number.)

Part B — LIBRARY STAFF, FALL 1994

Full-time equivalent (FTE) employees — Report the number of filled or temporarily vacant full-time equivalent (FTE) positions during Fall 1994 paid from funds under library control. To compute full-time equivalents of part-time employees and student assistants, take the TOTAL number of hours worked per week by part-time employees IN EACH CATEGORY and divide it by the number of hours CONSIDERED BY THE REPORTING LIBRARY TO BE A FULL-TIME WORK WEEK (e.g., 60 hours per week of part-time work divided by 40 hours per full-time week equals 1.5 FTE). Data should be reported to two decimal places.

Librarians and other professional staff (line 2) — Report the total FTE of librarians and other professional staff, including administrators. Report staff members doing work that requires professional education (the master's degree or its equivalent) in the theoretical and scientific aspects of librarianship; also, in some libraries, staff performing professional level tasks who, though not librarians, have equivalent education and training in related fields (e.g., archives, computer sciences, business administration, education).

All other paid staff (except student assistants) (line 3) — Report the total FTE of all other library staff who are paid annual salaries or hourly wages except students, who are reported on line 5. Include technical and clerical staff, but exclude maintenance and custodial staff.

Contributed services staff (line 4) — Report the total FTE for contributed services staff. Contributed services staff are those, such as members of religious orders, whose services are valued by bookkeeping entries rather than by full cash transactions. Do **not** include volunteers.

Student assistants from all funding sources (line 5) — Report the total FTE of student assistants, employed on an hourly basis whose wages are paid from funds under library control or from a budget other than the library budget, including College Work Study Program. Exclude maintenance and custodial staff.

Total FTE staff (line 6) — Report the sum of lines 2 through 5.

Part C — LIBRARY OPERATING EXPENDITURES, FISCAL YEAR 1994

Expenditures (lines 7–23) — Report funds expended by the library in fiscal year 1994 (regardless of when received) from its regular budget and from all other sources, e.g., research grants, special projects, gifts and endowments, and fees for services. If items in this section are not paid from the library budget but can be easily identified in other parts of the institution's budget, report them here. Expenditures should be reported for the 12-month period which corresponds to your library's fiscal year between the calendar period June 1, 1993, to September 30, 1994. All expenditures should be reported in whole dollars in the most appropriate category to provide an unduplicated count of expenditures. Exclude expenditures for new buildings and building renovation. DO NOT REPORT ANY EXPENDITURES MORE THAN ONCE.

REMOVE INSTRUCTIONS BEFORE MAILING AND RETAIN FOR YOUR FILES.

Part C — LIBRARY OPERATING EXPENDITURES, FISCAL YEAR 1994 — Continued

Salaries and wages (lines 7–9) — Report expenditures for full-time and part-time salaries and wages before deductions. Exclude employee fringe benefits provided by your institution for all regular library staff which may be reported on line 23. Include salaries and wages from all sources paid to students serving on an hourly basis. Federal funds paid to students in the College Work Study Program should be reported here. Exclude contributed services and maintenance and custodial staff.

Books, serial backfiles, and other print materials (line 10) — Report expenditures for all materials consisting primarily of words and usually produced by making an impression with ink on paper. Included in this category are materials that do not require magnification: books, government documents, braille materials, ephemeral print materials, and the like. Exclude current serial subscriptions and microforms.

Current serials (line 11) — Report expenditures for current subscriptions to serials. These are publications issued in successive parts, usually at regular intervals, and, as a rule, intended to be continued indefinitely. Serials include periodicals, newspapers, annuals (reports, yearbooks, etc.), memoirs, proceedings, and transactions of societies. Exclude expenditures for microforms, audiovisual materials, and machine-readable materials.

Microforms (line 12) — Report expenditures for all photographic reproductions of textual, tabular, or graphic materials reduced in size so that they can be used only with magnification. Examples of microforms are roll microfilm, microcard, microfiche, and ultrafiche. Include current serials.

Audiovisual materials (line 13) — Report expenditures for all library materials that are displayed by visual projection or magnification or through sound reproduction, or both, including graphic materials, audio materials, motion pictures, video materials, and special visual materials such as three-dimensional materials. Include current serials.

Computer files and search services (line 14) — Report expenditures for materials considered part of the collection, whether purchased or leased, such as CD-ROMs, magnetic tapes, and magnetic disks, that are designed to be processed by a computer or similar machine. Examples are U.S. Census data tapes, locally-mounted databases, and reference tools on CD-ROM, tape, or disk. Include current serials. Include expenditures for online searches of remote databases. Include expenditures for equipment when the cost is inseparably bundled into the price of the information service product. Exclude expenses for library system software and microcomputer software used only by the library staff which are reported on line 19.

Document delivery/interlibrary loan (line 15) — Report expenditures for document delivery and interlibrary loan services. Include fees paid for photocopies, costs of telefacsimile transmission, royalties and access fees paid to provide document delivery or interlibrary loan. Include fees paid to bibliographic utilities if the portion paid for interlibrary loan can be separately counted. Do not count expenditures related to transactions between the main or central library and any libraries reported in Part A, transactions between libraries reported in Part A, or expenditures for on campus delivery.

Other (line 16) — Report any other collection expenditures not already included on lines 10–15 such as expenditures for cartographic materials and manuscripts.

Preservation (line 17) — Report expenditures for the activities associated with maintaining library and archival materials for use either in their original physical form or in some other usable way. This includes but is not limited to binding and rebinding, materials conservation, deacidification, lamination, and restoration.

Furniture and equipment (line 18) — Report expenditures for all library furniture and equipment purchased during the 1994 fiscal year. Include microform equipment, audiovisual equipment, and related maintenance costs.

Computer hardware and software (line 19) — Report expenditures from the library budget for computer hardware and software used to support library operations, whether purchased or leased, mainframe or microcomputer. Include expenditures for maintenance. Include the expenditure for equipment used to run information service products when that expenditure can be separated from the price of the product. Exclude expenditures reported on line 14.

Bibliographic utilities, networks, and consortia (line 20) — Report expenditures for services provided by national, regional, and local bibliographic utilities, networks, and consortia. Exclude expenditures already reported on lines 14 and 15.

All other operating expenditures (line 21) — Report all other expenditures not already reported on lines 7–20 except employee fringe benefits which are reported on line 23. Exclude expenditures for new buildings and building renovations.

Total (line 22) — Report the sum of lines 7 through 21.

Employee fringe benefits (line 23) — If benefits are paid from the library budget, report the amount here.

Part D — LIBRARY COLLECTIONS, FISCAL YEAR 1994

NOTE — Government documents should be included in the count for each format (i.e., lines 24, 25, and 28–41).

Column (1), Total number added during fiscal year — Report the gross number of each category added. Do not subtract the number withdrawn.

Column (2), Total number held at end of fiscal year — Report the total number of each category held at end of fiscal year. To get this figure, take the total number held at the end of the previous fiscal year, add the number added during the fiscal year just ended and subtract the number withdrawn during that period.

Units (lines 26, 30, 33, 34, 35, 37, 39, 41) — An individual physical item of library material. Examples of units are: a volume (books and serials); a reel, sheet, or card (microforms); a sheet or bound atlas (cartographic materials); a filmstrip, slide, photograph, or print (graphic materials); a disk, cassette, cartridge, or reel (sound recordings, film and video materials); a disk, tape, or cartridge (computer files).

Volumes (line 24) — Report the number of volumes of any printed, mimeographed, or processed work contained in one binding or portfolio, hardbound or paperbound, which has been cataloged, classified, or otherwise made ready for use. Include any government documents that are accessible through the library's catalog regardless of whether or not they are separately shelved. This includes documents for which records are provided by the library or downloaded from other sources into the library catalog.

BEST COPY AVAILABLE

Titles (lines 25, 27, 29, 31, 36, 38, 40) — Report the number of titles of publications which form a separate bibliographic whole, whether issued in one or several volumes, reels, disks, slides, or parts. The term "title" applies equally to printed materials, such as books and periodicals, as well as to audiovisual materials, microforms, and machine-readable materials. Usually, but not always, there will be a separate shelflist entry for each title. (SHELFLIST: A record of materials in a library, arranged in the order in which the materials stand when they are shelved or stored.) Thus, six copies of the same edition of a title count as one title; two editions of the same title which have been cataloged or recorded separately count as two titles; a set of six monographs for which six shelflist entries have been made count as six titles; and two multi-volume sets of the same edition for which one shelflist entry has been made count as one title.

Government documents (lines 26 and 27) — For government documents not accessible through the library catalog and not reported on other lines, report the number of units and titles of materials in all formats.

Current serials (lines 28 and 29) — Report the total number of current serials received including those that are paid for and those received without payment. Include government documents issued serially. Exclude microforms, audiovisual materials, and machine- readable materials.

Microforms (lines 30 and 31) — Report the number of units of microforms and the number of different titles of materials that have been photographically reduced in size for storage, protection and inexpensive publication purposes, and which must be read with the help of enlarging instruments. Examples of microforms are: roll microfilm, microcard, microfiche, and ultrafiche. Include government documents.

Manuscripts and archives (line 32) — Report the linear feet of shelf space occupied by these materials. Manuscripts are handwritten or typed documents, including carbon copies. Archives are non-current records of an organization or institution preserved because of their continuing value. Include government documents.

Cartographic materials (line 33) — Report the number of units of materials representing in whole or in part the earth or any celestial body at any scale. These materials include two- and three-dimensional maps and globes. Include government documents.

Graphic materials (line 34) — Report the number of units of materials for viewing without sound. The materials may or may not be projected or magnified. They include art originals, art prints, art reproductions, slides, transparencies, filmstrips, photographs, pictures, postcards, posters, study prints, and the like. Filmstrips that also include sound should be included on this line. Include government documents.

Sound recordings (lines 35 and 36) — Report the number of units and titles of materials on which sounds (only) are stored (recorded) and that can be reproduced (played back) mechanically, electronically, or both. These materials include audio cassettes, audio cartridges, audio discs, audio reels, talking books, and other sound recordings. Include government documents.

Film and video materials (lines 37 and 38) — Report the number of units and titles of materials on film or video media. Films are produced in a variety of sizes (8, super 8, 16, 35, 55, and 70 mm) and a variety of formats (cartridge, cassette, loop, reel). Video materials include videotapes and laser disks on which pictures and sound are recorded. Include government documents.

Computer files (lines 39 and 40) — Report the number of units and titles of materials such as CD-ROMs, magnetic tapes and magnetic disks, that are designed to be processed by a computer or similar machine. Examples are U.S. Census data tapes, locally-mounted databases, and reference tools on CD-ROM, tape, or floppy disk. Exclude bibliographic records used to manage the collection, library system software, and microcomputer software used only by the library staff. Include current serials. Include government documents. If a CD-ROM subscription for a title is contained on one disc that is updated (i.e., replaced) once a month, count as one unit, not twelve.

Other library materials (line 41) — Report here the number of units of any materials not already included on lines 24–40. Include government documents.

Part E — LIBRARY SERVICES, FISCAL YEAR 1994

Circulation transactions (lines 42 and 43) — Report the number of items lent from the general collection on line 42 and from the reserve collection on line 43 for use usually (although not always) outside the library. These activities include initial charges, either manual or electronic, and also renewals, each of which is reported as a circulation transaction.

Reserve collection (line 43) — Those materials that have been removed from the general library collection and set aside in a library so they will be on hand for a certain course of study or activity in process. Usually, the circulation and length of loan of items in a reserve collection are restricted so that these items will be available to many users who have need of them within a limited time period.

Document delivery/interlibrary loans (lines 44 and 45) — On line 44, report the number of filled requests for material provided to other libraries. On line 45, report the number of filled requests for material received from other libraries or document delivery services. On both lines, include both originals and copies and materials sent by telefacsimile or other forms of electronic transmission. Do not include transactions between the main or central library and any libraries reported in Part A or transactions between libraries reported in Part A.

Information services to groups (lines 46 and 47) — Report the total number of presentations (line 46) and the total number of persons served by those presentations (line 47). Information services to groups are presentations at which a staff member or person invited by a staff member provides information intended for a number of persons and planned in advance. These services may be either bibliographic instruction or library use presentations, or cultural, recreational, or educational presentations. Presentations both on and off the library premises should be included, as long as they are sponsored by the library. Do not include meetings sponsored by other groups using library meeting rooms.

Part F — LIBRARY SERVICES - TYPICAL WEEK FALL 1994

Collect data during a typical week in the fall. A typical week is defined above under "PERIOD OF REPORT." If waiting for a typical week in Fall 1994 will delay this form, please use typical week data from the preceding fiscal year. If you have data for the entire year, divide by the number of weeks that the library was open.

Part F — LIBRARY SERVICES – TYPICAL WEEK FALL 1994 — Continued

Public service hours (line 48) — Report an unduplicated count of public service hours for both main library and branches reported on line 1 using the following method. If a library is open from 9:00 a.m. to 5:00 p.m. Monday through Friday, it should report 40 hours per week. If several of its branches are also open during those hours, the figure remains 40 hours per week. Should Branch A also be open one evening from 7:00 to 9:00, the total hours during which users can find service becomes 42. If Branch B is open the same hours on the same evening, the total remains 42, but if it is open 2 hours on another evening, or from 5:00 to 7:00 on the evening when Branch A is open later, the total becomes 44 hours during which users can find service.

Gate count (line 49) — Report the number of persons who physically enter library facilities. It is understood that a single person may be counted more than once.

Reference transactions (line 50) — Report the total number of reference transactions. A reference transaction is an information contact that involves the knowledge, use, recommendation, interpretation, or instruction in the use of one or more information sources by a member of the library staff. Information sources include printed and non-printed materials, machine-readable databases (including assistance with computer searching) catalogs and other holdings records, and, through communication or referral, other libraries and institutions, and persons both inside and outside the library. Include information and referral services. If a contact includes both reference and directional services, it should be reported as one reference transaction. When a staff member utilizes information gained from a previous use of information sources to answer a question, report as a reference transaction, even if the source is not consulted again during this transaction. Duration should not be an element in determining whether a transaction is a reference transaction.

Do not report directional transactions here. A directional transaction is an information contact which facilitates the use of the library in which the contact occurs and which does NOT involve the knowledge, use, recommendation, interpretation, or instruction in the use of any information sources other than those which describe the library, such as schedules, floor plans, handbooks, and policy statements. Examples of directional transactions include giving instruction in locating, within the library, staff, library users, or physical features, etc., and giving assistance of a nonbibliographic nature with machines.